**PROJECT OVERSIGHT REPORT**

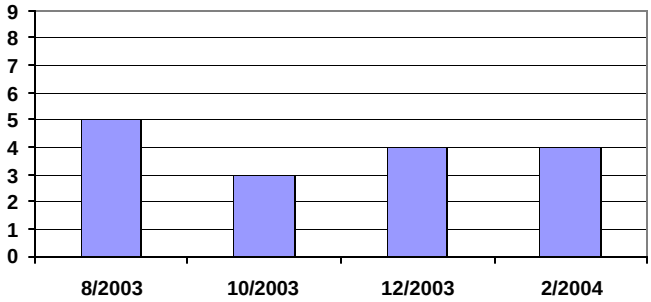
**CIS Re-hosting Project for the Center for Information Services for the Community and Technical Colleges**

**Report as of Date:** February 2004

**Project Director:** Corey Knutsen
**MOSTD Staff:** Andy Marcelia
**Executive Sponsor:** Michele Johnson

**Severity/Risk Rating:** High (high severity, high risk)
**Oversight:** Level 3 – ISB

**Overall Project Risk Assessment**




**Staff Recommendations:** ISB staff recommends the project implement an automated tool for tracking issues, risks, and concerns as they are identified so that all project personnel around the world can post progress and view status.

**Issues/Risks:**

- Schedule: The project staff has undertaken two actions to address areas of concern related to the project schedule. CIS is behind schedule in developing test case packets 3 and 4 (of 9) and the rate of production shows they will fall further behind without additional support. CIS is working with Hewlett Packard (HP) to add additional resources to prepare selected test cases. Transoft is behind schedule, finding it is taking more time than planned to test packets 1 and 2. Transoft is adding resources and expects to be back on schedule by June 2004. If these actions succeed the project will return to the original major project milestones schedule.

- Budget/Cost: No issues/risks.

- Scope: No issues/risks.

- Resources: CIS will use resources from HP to improve the production rate of test case packets. Transoft will add resources to speed up unit testing of test packets.

- Project Management/Processes: The CIS Re-hosting project is a very large effort involving several mission critical applications. Very technical work is being divided, performed, and coordinated by specialists around the world. Working closely, CIS and HP are employing processes for project tracking and oversight, budget management and tracking, communications, risk management, configuration management decisions, testing, and conversion/migration. The schedule is tracked daily. Sharing information in a timely manner to the right people is critical to a successful outcome and is a major challenge. Therefore, the ISB staff recommends that the project move forward to obtain an automated tool to enhance its issues, risks, and concerns tracking capability as soon as possible.

**Status:**

- Life Cycle Stage: The project is in the code conversion stage. The CIS is responsible for development of test cases. HP's subsidiary, DGS in India, is responsible for re-writing Transact code, which requires analysis and development of design specs followed by coding and testing. Transoft, in Atlanta, Georgia is converting the Protos/COBOL code to AcuCOBOL and converting legacy data to the new database architecture.

- Test case development continues to be a larger and more time-consuming effort than expected. CIS added resources two months ago to this task and increased the productivity rate. This situation is followed on a daily basis. CIS determined in February they still needed more resources. Testing has begun in India (DGS) and Atlanta, Georgia (Transoft). DGS is re-engineering the non-COBOL code to Microsoft .NET Framework and Visual Studio.NET.

  The Financial Aid package Request for Proposal has named Computing Options Company (COCO) as the apparently successful vendor. COCO is a major provider of financial aid software and several of the colleges have a prior version of their software.

- Project Management/Processes: HP and the quality assurance vendor, LM & Associates, Inc., bring considerable project methodology with them to manage this project. The project schedule is automated and there are daily activity tracking and schedule updates. It is a major management tool for the project. The schedule is monitored to ensure all tasks are entered with dependencies and that no task occurs out of sequence.

  There are weekly project status meetings with HP and CIS project managers, HP team members, the QA consultant, and the DIS/ISB representative. The CIS Executive Committee (board of college presidents) devotes time in each monthly meeting for a project status report. This project has high visibility and support within the community and technical college system and the State Board for Community and Technical Colleges.

- Budget/Cost: The project is on budget with a small positive variance. The Phase 1 contract negotiated with HP provides $9.7 million for the conversion vendor. This includes the hardware/software platform, new data architecture and conversion, non-COBOL code rewrite, and Protos COBOL to open systems COBOL conversion. The contract with HP is only for Phase 1, with the option to use the same vendor for Phase 2. Total project expenditures after three quarters are $720,000, which is a $29,000 positive variance.

- Schedule: The contract agreement provides the following project schedule.

| Milestones | Start Date | End Date | Status |
|---|---|---|---|
| Phase 1A: Prototype (Proof of Concept) | June 2003 | Aug 2003 | Complete |
| Phase 1B: 1. Project Planning and Initial Design | Aug 2003 | Sept 2003 | Complete |
| 2. Database design and code migration plan | Aug 2003 | Nov 2003 | Complete |
| 3. Accept data migration plan and reports | Oct 2003 | Feb 2004 | In Process |
| 4. Complete DB migration and reports | Oct 2003 | June 2004 | In Process |
| 5. Hardware delivery and impl. security design | Oct 2003 | Oct 2004 | In Process |
| 6. Complete systems and performance testing | | Feb 2005 | |
| 7. User acceptance and first college in production | Mar 2005 | Apr 2005 | |
| 8. Last college in production | Apr 2005 | June 2005 | |

- Scope: The project scope is to convert all HP3000 applications to the new architecture.

## Background Information

**Description:** The community and technical colleges, through CIS, their administrative computing consortium, received approval from the Information Services Board in October 2002 to issue a Request for Proposals to re-host their administrative applications currently running on HP3000 platforms. HP was the successful vendor with a proposal of HP hardware and Microsoft operating systems and databases.

The colleges will move the legacy business logic and data to a modern platform and database while maintaining the extensive functionality of the current applications. The project has two phases. The first phase requires two years to rewrite the non-COBOL application code, convert the Protos COBOL to open systems COBOL, reengineer the data into relational databases, and re-host and consolidate the applications of the 34 colleges to a centrally hosted platform at the CIS. Phase two requires three years to re-engineer the applications, tune the database architecture, and rewrite the COBOL applications.

The project will also create and provide a disaster recovery site for the colleges' administrative applications.

**Technology:** The hardware platform will be HP running the underlying core technology Microsoft .NET Framework and Visual Studio.NET. The Web/Application server layer will be OS Win2000 Server. The database server will be Microsoft SQL Server 2000, OS: Data Center edition.